

City of Muskegon
City Commission Worksession
January 11, 2016
City Commission Chambers
5:30 PM

MINUTES

2016-03

Present: Commissioners German, Rinsema-Sybenga, Hood, Gawron, Johnson, Turnquist, and Warren.

Absent: None.

285 West Western Update.

As part of the potential redevelopment of 285 West Western Avenue, the City of Muskegon will be required to submit a new/updated application to the Michigan Economic Development Corporation. To accomplish this, a number of items need to be completed including updated architectural drawings, updated cost estimates, and updated project proformas. Further, there are a number of safety and security improvements needed at the vacant building, including boarding broken windows and addressing roof drainage issues. City staff is requesting permission to expend up to \$45,000 in pre-construction expenses at 285 W. Western to prepare the MEDC application, bid the project, and address a number of pressing security and safety items.

Staff recommendation: To authorize staff to expend up to \$45,000 in pre-construction expenses related to the redevelopment of 285 West Western.

This item will be considered by the City Commission at its January 12, 2016 Commission meeting.

Business Improvement District.

The City Commission approved the creation of a BID special assessment district at the November 24, 2015 meeting and the Special Assessment Roll is now ready to be confirmed. The assessments will go towards various downtown expenditures, including snow removal on sidewalks, spring/fall cleanup and landscaping, holiday decorating, banners & directional signs, marketing/advertising and art. The BID assessment includes both a "Class A" and a "Class B" district. Since the November 24th Commission meeting, the maximum amount to be assessed for Class B properties is \$750, rather than the \$3,000 that is the maximum assessed for Class A properties.

In addition, if the Special assessment roll is confirmed, it is requested that the City Commission authorize a loan payment to the BID in the amount \$5,000 to cover initial expenses for the BID until the assessment proceeds are collected.

Financial Impact: The total estimated cost of services with the BID is \$128,467.36 of which approximately 90% (\$115,942.02) will be paid by the special assessment to property owners, with the remaining cost being paid by the City. If the load to the BID in the amount of \$45,000 is approved, it will be paid back with the assessments as they are collected.

This item will be considered by the City Commission at its January 12, 2016 Commission meeting.

LED Sign at Farmers Market.

This is a request to authorize staff to enter into an agreement with Allsigns LLC out of Muskegon to purchase and install an LED digital sign at the Farmers Market using a 16mm lighting system to enhance visibility for a cost of \$29,550.00.

This item will be considered by the City Commission at its January 12, 2016 Commission meeting.

Adjournment.

Motion by Commissioner Hood, seconded by Commissioner Johnson to adjourn at 6:35 p.m.

MOTION PASSES

**Ann Marie Meisch, MMC
City Clerk**